FULBRIGHT FLTA PROGRAM

Instructions for Completing the Fulbright FLTA Program Application

Print all instructions before completing the application.

Please carefully read all of the following information before beginning your application. You should have a copy of the Instructions on hand when you begin working on your application online.

Important: Getting Started

STEP 1: Learn requirements for submitting an application
Before you begin this application, you should contact the Fulbright Program Office or U.S. Embassy in your country of citizenship. Deadline dates and requirements for applying for a Fulbright FLTA will vary from country to country; therefore, you must make sure that you are eligible to apply. Only applicants nominated by an Embassy or Fulbright Program Office will be considered for the program.

Eligibility Criteria for Iraqi students:

STEP 2: Record user ID and password in a safe place
Your e-mail address is your user ID. When you created an account for this on-line application, you created a password. An e-mail was sent to you indicating your user ID and password. While you cannot change your user ID, if necessary, you can change your password by clicking on "Update My Account" at the top of the Home page of this application.

Note: The application can only be submitted on-line. N**o** paper application would be accepted. To access the FLTA on-line application visit: https://apply.embark.com/student/fulbright/flta/27/

First you will need to create an account.

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Fulbright FLTA Program

Welcome to the official online application for Fulbright FLTA.

New User?

To begin working on this application, first create a free account.

Create an Account ▸

Help Center Privacy Policy

Returning Embark User?

Login Below

Email Address:

Password:

Login ▸

Forget your password ?

Supported Browsers

- Internet Explorer 7.0 and above
- Firefox 2.0 and above
- Chrome 20 and above

ABOUT SSL CERTIFICATES

FULBRIGHT
f | l | t | a

Registration

Creating an account is fast, free and easy! Required fields are marked with an asterisk (*)

Create Your Sign in Information

*Email Address:	
*Confirm Email Address:	
*Password:	
*Confirm Password:	
*First Name:	
*Last/Family Name:	
*Address 1:	
Address 2:	
*City:	
*State/Province:	Please Select One
*Zip/Postal Code:	
*Country:	Please Select One

Choose non US

Zip postal code for Iraq it is 964

Select Iraq

If you are outside the U.S., Canada or Puerto Rico, please select "Non-US/Non-Canadian" for your state.

☐ I have read and agree to the terms and conditions of Embark's Apply Online service.

☐ I want to create an Embark.com Profile and save my data to my Profile. What is this?
By creating an Embark.com Profile, you agree to the terms and conditions of Embark.com.
(Optional - Not required to complete registration)

Continue

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Update Account | Help | Logout

FULBRIGHT
f | l | t | a

This Application has **NOT** been submitted
Update my answers to preliminary questions

Home
1 Instructions
2 Application Form
3 Documents / Essays
4 Supplemental Forms
5 Recommendations
6 Application Inspector
7 Submit Application

Home

Welcome Dalia Ali to the online Fulbright FLTA Application. If you have not already done so, before you begin this application please carefully review the eligibility requirements and deadlines for the Fulbright FLTA Program in your country.

To inquire regarding requirements and deadlines, you must contact your country of citizenship's U.S. Embassy or Fulbright Commission. Click here for a listing of Fulbright FLTA Program contacts in your home country. If your country is not listed, please contact FLTA@iie.org for additional information.

To complete an application, please follow the steps outlined below.

To Do List

1 Instructions
Carefully review the instructions as they are your guide to successfully completing an application for the Fulbright FLTA Program. If the instructions on this site are not adequate and you require further assistance, please inquire with the Fulbright FLTA program partner in your home country as advised above.

2 Application Form
Complete your application form.

3 Documents/Essays
Type your essays directly into the application form or create them in your preferred word processor and upload them from your computer.

4 Supplemental Forms
These forms are an additional portion of your application. Print and follow the instructions on each form. These forms should be mailed to the Fulbright Program Office in your country of citizenship.

5 Recommendations
Recommenders have the option of submitting their letters via paper or online. If your recommenders will submit recommendations for you online, you will be able to track their receipt.

6 Application Inspector
Use Application Inspector to make sure that all the required questions are answered and that your application form is complete and ready to be submitted online.

7 Submit Application
The final step! Submit your application form securely online.

Continue to Instructions ▶

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These are the 7 main steps to complete your application.

STEP 3: Keep in mind these general tips

x   You do not need to complete this application in one sitting. You can re-enter at anytime and edit your application. But remember that once you submit your application, you can NO longer make any changes to it.

x   All forms in this application are to be completed in English. Items must be answered completely and carefully.

x   Avoid using all capital letters when answering items, e.g. name, address, etc. It is better to use upper and lower case, e.g. Ron Smith.

x   You can copy and paste all information into text boxes.

x   In the text boxes, you must limit your responses to the space provided. **Information that exceeds the space provided will not display or print.** If what you have typed or copied exceeds the space of the box, you must shorten it.

x   You can review each page of the application in its PDF format by clicking on the **Preview** button on the upper right-hand corner. Be sure to review so you can make sure all of your text is viewable.

x   Closing out of the PDF view will bring you back to your application.

x   You will create one long essay. On the essay page, text entered that exceeds the space provided will display and print. However, it is recommended that you try to keep your essay to one and a half pages when possible.

x   You have several ways you can create your essays.

     a.   You can compose your essay on-line. Please note there is a 40-minute 'time out' function. In other words, you will need to either complete your essay in 40 minutes or periodically save your essay. You will not be able to customize the formatting of your essay.

     b.   You can copy and paste text from another document and edit online. Again, you will have a 40-minute 'time-out' function. You will not be able to customize the formatting.

     c.   You can upload text from another document. This is the only option where you will be able to have special formatting, e.g. bold, underline, headers, double spacing, etc. While you cannot edit an uploaded document on-line, you can delete your upload, make your corrections in your document off-line, and upload again.

     d.   You can view each of your essays in their HTML format by clicking on the Preview button. **You must use the "Back" browser button to return to your essay. *Closing out of the HTML view will exit you from your application*.**

x   Some questions are "required". In other words, you will not be able to complete and submit your application until all required items are completed. When you click on the Application Inspector button on the Home page, your application will be checked for completeness. You will be prompted to enter any missing information on required questions.

x   Often specific instructions for completing a question or item will be provided in the application. Please read all instructions carefully.

STEP 4: Complete the application

Item 1 – Applicant Name Submission: *It is very important that you list your name exactly as it appears (or will appear) on your passport.* Please be sure to indicate whether or not you currently have a passport.

Item 2 – Name: Please use upper and lower case when entering your name, e.g. Ron Smith. Avoid using all capital letters or using all lower case. Also, do not use diacritical markings (accent marks) as this can sometimes create computer-related problems.

Item 4 – Date of Birth: Please list the <u>month of your birth first</u> and then the day.

Item 10 – Please answer **ALL** fields regarding U.S. citizenship and residency.

Item 12 – If you respond "No" to this item, the expectation is that you will be adaptable to all regions of the U.S.

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This Application has **NOT** been submitted
Update my answers to preliminary questions

Page: 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | ▶   ⬚ | Preview | Save

- Home
- 1 Instructions
- 2 Application Form
- 3 Documents / Essays
- 4 Supplemental Forms
- 5 Recommendations
- 6 Application Inspector
- 7 Submit Application

Step 2: Application Form

Fulbright FLTA: Page 1 of 12

FULBRIGHT PROGRAM

Application for foreign language teaching assistantship in the United States

The FLTA Program seeks applicants that have developed a sense of personal integrity and are original thinkers. Applicants that are found to have plagiarized in their application will be disqualified and barred from reapplying. Copying someone else's writing, whether on the internet, from a book or friend is considered plagiarism. Any quoted words or sentences should include a citation.

Plagiarism is one of the most common mistakes committed by applicants and results in immediate disqualification.

NOTE TO APPLICANTS: Applicants are able to upload supplemental documents such as transcripts by clicking on the '3. Documents/Essay' button in the left navigational bar. You may also click on pages 11 and 12.

The FLTA Program will not provide copies or return any submitted material, including transcripts or TOEFL scores.

GENERAL INFORMATION

You must have a copy of the Instructions for this application with you while attempting to complete application fields.

1. APPLICANT NAME SUBMISSION: The first, middle and last (family) name provided on this application should be spelled exactly as it appears in your passport. If you do not have a passport, you should submit the first, middle and last name spelling that would likely appear on your passport.
   Do you currently have a passport? [▼]

2. NAME: *(As it appears or will appear on your passport.)*
   Salutation [▼]
   Last (Family) | Ali |
   First | Dalia |
   Middle | |

   Name should be exactly as it appears in the passport.
   Example

3. PERMANENT MAILING ADDRESS:
   Street | Mansour,district 804,street 18 house10 |
   City | Baghdad |
   State *(if United States)* | ▼ |
   State/Province *(outside United States)* | |
   Postal Code | 964 |
   Country | Iraq ▼ |
   Telephone   [ ] ([ ]) [ ]
   Country Code   Area Code   Phone Number
   Email | daliaalali2@gmail.com |

   Leave this blank.
   Province where you currently live
   You're personal Email

4. DATE OF BIRTH: [▼] / [▼] / [▼]
   Month   Day   Year

5. CURRENT AGE: [ ]

6. GENDER: [▼]

7. BIRTHPLACE:
   City | |
   State *(if United States)* | ▼ |
   State/Province *(outside United States)* | |
   Country | ▼ |

   Leave this blank
   Province where you have been born

8. COUNTRY OF CITIZENSHIP: [▼]

9. COUNTRY OF RESIDENCE: [▼]

10. DO YOU NOW HAVE, OR HAVE YOU EVER HELD: *(applicant can only select one of three questions listed)*
    U.S. CITIZENSHIP? [▼]
    U.S. DUAL CITIZENSHIP? [▼]
    U.S. PERMANENT RESIDENCY? [▼]
    DO YOU HAVE A VISA LOTTERY APPLICATION PENDING? [▼]
    HAVE YOU EVER APPLIED FOR:
    U.S. PERMANENT RESIDENCY
    (i.e. green card)? [▼]
    If yes, which statement is true of your application:
    ○ My application was denied
    ○ My application is still pending [▼]

    This include application for SIV – Special immigration visa
    This include application for IOM – International Immigration Organization

11. IN YOUR ROLE AS A LANGUAGE ASSISTANT ON A U.S. UNIVERSITY CAMPUS, YOU ARE WILLING TO: [▼]

12. IS THERE A PARTICULAR REGION IN THE U.S. THAT INTERESTS YOU? Please click the following link to view U.S. regions. [▼]

13. IF THERE IS A SPECIFIC REGION THAT INTERESTS YOU, PLEASE INDICATE IT HERE. IF THERE IS NOT A SPECIFIC REGION, PLEASE INSERT N/A. **APPLICANTS ARE NOT GUARANTEED PLACEMENT IN THE REGION INDICATED.** [▼]

14. CANDIDATES FOR THE FLTA PROGRAM ARE MATCHED WITH U.S. COLLEGES AND UNIVERSITIES OF ALL TYPES (SMALL/LARGE, URBAN/RURAL, ETC.). THE BEST CANDIDATES FOR THE PROGRAM CAN BE EFFECTIVE IN AND MAKE THE MOST OF ANY ENVIRONMENT.

    IS THERE ANY COLLEGE OR UNIVERSITY TYPE FROM WHICH YOU WOULD REFUSE AN OFFER ASSISTANTSHIP? If you believe you are adaptable, please respond N/A.
    ☐ Single gender student body
    ☐ Urban location
    ☐ Rural location
    ☐ Small population
    ☐ Large population
    ☐ Little ethnic diversity
    ☐ Great ethnic diversity
    ☐ Offers coursework on an audit basis
    ☐ Requires specific coursework on a credit basis
    ☐ N/A, I would accept all

Reset Radio Buttons   Next ▶

When you are done with all questions above, click next.

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Item 13 – Please note, one of the characteristics important to being a successful FLTA is flexibility and adaptability. Applicants that are inflexible or have trouble adapting to new/different environments are not successful in the program. Item 13 gives you the opportunity to consider whether you are truly compatible with the program's design.

Item 14 – Notes above on Item 13 regarding successful FLTAs are applicable to this field.

Item 15 – **Objectives and Motivations:** *Item 15 is the long essay you must complete for your application.*

Completing the *Objectives and Motivations* essay provides the readers (your home country contact, FLTA Program staff and your future supervisor and other university/college officials) with a picture of you and your career interests. This essay will allow you to:

x   Emphasize key qualifications, areas of expertise, skills and/or goals
   Tip: Reflect on your overall qualifications and career goals: In what ways do they fit with the FLTA Program?

x   Help the readers find out about your character/personality
   Tip: Think about making a good first impression

x   Tell a story
   Tip: Consider: What's special, unique, distinctive and impressive about your life story?

x   Present your life experience
   Tip: Consider: Why might you be a better and more successful FLTA than others?

x   Appeal to college/university supervisor expectations
   Tip: Consider: What qualifications are most desired by college and university professors in a language teacher/assistant? What other personal qualities do you possess that would make you attractive to them? Think about what role--or roles— you expect to have on campus?

A good essay for this task will answer these questions:

1.   Why are you applying for the FLTA Program?
2.   What details of your life (personal or family problems, history, people or events that have shaped you or influenced your goals) might help a person better understand you or set you apart from other FLTA applicants?
3.   What are your main qualifications?
4.   What are your career goals?

How do you get started?

Research the Fulbright FLTA Program by visiting http://flta.fulbrightonline.org:
From your research you should know the program's purpose and the goals of the program that interest you.

A proper essay will include:

x   An introductory paragraph
x   At least three (3) body paragraphs
x   A concluding paragraph

A proper paragraph will include:

x   An introductory statement
x   Supporting evidence of the introductory statement

Note: Don't write that you would make an excellent FLTA unless you can support your statement with specific reasons. Your desire to become an FLTA should be logical, the result of specific previous experience.

Remember: You will likely need to write *more than one* draft. Use proper grammar and punctuation. Be meticulous. Type and proofread your essay very carefully.

You may want another person to read your essay and check it for errors. You should take great care to write a clear and detailed description. **Take your time. The way a person devises the essay, determines the length, and develops the response is all part of the process. The level of effort sends a message.**

| Home |
| 1 Instructions |
| 2 Application Form |
| 3 Documents / Essays |
| 4 Supplemental Forms |
| 5 Recommendations |
| 6 Application Inspector |
| 7 Submit Application |

FULBRIGHT
f | l | t | a

This Application has **NOT** been submitted
Update my answers to preliminary questions

Page: 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12   ▶   [?]   Save

Step 3:   Documents/Essays

Fulbright FLTA: Page 3 of 12

OBJECTIVES AND MOTIVATIONS

> Objective and Motivation essay is NOT a description of your jobs and it is NOT a research paper/proposal.

15. Write a clear and detailed description of your objectives and motivations. Please write a well-structured essay that addresses your background and qualifications for the program, past experiences that have been formative in your personal development, reasons for applying to the program, and how being an FLTA will assist you in achieving your long term career goals. **Please do not insert your actual CV or resume in this section.** For tips on how to write a successful Objectives statement, click here.

NOTE TO APPLICANTS REGARDING UPLOADING DOCUMENTS:

Uploaded objective statements should be limited to a maximum of two pages. Your application may be disqualified if your essay significantly exceeds the page limit. To upload a new document, simply click on the "Browse" button to select your document. Then, click on the "Upload" button to complete your upload.

If you wish to manually enter an essay, please click on the blue 'here' link below the red 'Upload' button, to access the text entry field.

This essay contains a 'header', you must leave a 1 1/2 inch (4 cm) top margin on every page of your uploaded essay. After saving this essay, click on the Preview button to view your essay and make sure margins on all pages are correct.

To upload a new document, simply click on the "Browse" button to select your document. Then, click on the "Upload" button to complete your upload.

The upload page can only support one document with a maximum size of 2 MB. If you have multiple documents please combine them into one and upload as a single entity.

To help ensure successful processing, please include a file extension (e.g. essay.doc) and limit the size of uploaded files to 2MB.

> Write your essay in a word document or Pdf. and upload it here. Do not forget to click **UPLOAD.**

[   ] [Browse…]
UPLOAD

If you wish to manually enter an essay, click here to access the text entry field.

[?] **Quick Tip:** Compose and edit your essays in word processing software. Then upload your document with the Apply Online system. Need to upload a paper document (e.g. transcripts)? Click on the "?" button for more info.

◀ Back   Next ▶

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Page: 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12   ▶   [?]   Save

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Item 16 – Academic Interest: The FLTA Program provides its participants the opportunity to participate in coursework at U.S. institutions for enrichment purposes. This question allows you the opportunity to express your areas of academic interest. Please note that you are not guaranteed courses in the subject fields you indicate interest in.

Item 20 – Institutions Attended: Please list all post-secondary institutions attended in reverse order (putting the most recently attended first). List all post-secondary institutions attended even those from which you did not obtain a degree.

FULBRIGHT
f | l | t | a

This Application has **NOT** been submitted
Update my answers to preliminary questions

Preview   Save

Step 2:   Application Form

Fulbright FLTA: Page 4 of 12

16. **ACADEMIC INTERESTS:** The FLTA Program is a non-degree program which offers coursework for enrichment purposes. Select 2-3 areas of academic study that you feel would contribute to your development as a language professional. Please note: the subjects you indicate are not guaranteed should you be selected for the FLTA Program. Topics you select give you an opportunity to express your academic interests.

1. [▼]
2. [▼]
3. Other: [   ]

> You can also describe cultural activities and how you have conducted or taken part in such.

17. **NON-ACADEMIC INTERESTS:** PLEASE LIST ANY NON-ACADEMIC INTERESTS (e.g. SPORTS, MUSIC, ART, ETC.). INCLUDE INFORMATION ABOUT YOUR EXPERIENCE IN THESE AREAS.
    NOTE: Please limit your response to the size of this text box or five lines of text. Anything over this size will not display or print on your submitted application.

[   ]

18. ARE YOU PURSUING ANY OTHER SCHOLARSHIP, FELLOWSHIP OR EMPLOYMENT THAT WOULD SUPERCEDE YOUR PARTICIPATION IN THE FLTA PROGRAM SHOULD IT BE OFFERED? PLEASE EXPLAIN:
    NOTE: Please limit your response to the size of this text box or five lines of text. Anything over this size will not display or print on your submitted application.

[   ]

> Please mention if you recently received a scholarship / fellowship from Iraqi or foreign institutions. Also mention if you are or will work in a job that will allow you to take a study leave during the 9 months of the FLTA program.

DEGREE

19. DEGREE: PLEASE INDICATE THE LAST DEGREE YOU COMPLETED. PLEASE DO NOT LIST CERTIFICATES IN THIS SECTION.

Degree (ex. Masters, Bachelors) or Equivalent (ex. Magister, Maestria, Bakkalaureus, Maîtrise): [   ]

In What Field? (please list the field of study as it appears on the degree): [   ]

EDUCATION

20. LIST EDUCATIONAL INSTITUTIONS ATTENDED IN REVERSE CHRONOLOGICAL ORDER, INCLUDING ANY IN WHICH YOU MAY BE PRESENTLY ENROLLED.
Please ensure submitted degree names are legible and do not contain symbols. You may submit the translation of the degree name if necessary.

(List in reverse order. Write name in full. Do not abbreviate.)

NAME OF INSTITUTION [   ]

LOCATION [   ]

MAJOR FIELD OF STUDY [   ]

DATES
(If you are currently enrolled, please leave the "To - Month/Year" fields blank.)
From [▼] / [▼]
To [▼] / [▼]

DEGREE OR DIPLOMA NAME: [   ]

DATE RECEIVED OR EXPECTED [▼] / [▼]

NAME OF INSTITUTION [   ]

LOCATION [   ]

MAJOR FIELD OF STUDY [   ]

DATES
From [▼] / [▼]
To [▼] / [▼]

DEGREE OR DIPLOMA NAME: [   ]

DATE RECEIVED OR EXPECTED [▼] / [▼]

NAME OF INSTITUTION [   ]

LOCATION [   ]

MAJOR FIELD OF STUDY [   ]

DATES
From [▼] / [▼]
To [▼] / [▼]

DEGREE OR DIPLOMA NAME: [   ]

DATE RECEIVED OR EXPECTED [▼] / [▼]

NAME OF INSTITUTION [   ]

LOCATION [   ]

MAJOR FIELD OF STUDY [   ]

DATES
From [▼] / [▼]
To [▼] / [▼]

DEGREE OR DIPLOMA NAME: [   ]

DATE RECEIVED OR EXPECTED [▼] / [▼]

◄ Back   Next ►

Preview   Save

Copyright Notice

Home
1 Instructions
2 Application Form
3 Documents / Essays
4 Supplemental Forms
5 Recommendations
6 Application Inspector
7 Submit Application

FULBRIGHT
f l t a

This Application has **NOT** been submitted
Update my answers to preliminary questions

Step 2: Application Form

Fulbright FLTA: Page 6 of 12

26. IF YOU HAVE TRAVELED OR LIVED IN ANY COUNTRY OTHER THAN YOUR OWN, INDICATE PLACES, DATES, AND REASONS.
NOTE: Please limit your response to the size of this text box or five lines of text. Anything over this size will not display or print on your submitted application.

27. LANGUAGE SKILLS: Please respond to all of the following fields.

What language are you applying to teach/assist in the U.S.? [▾]

Category	Name of Language	Proficient (*Skill Level*)
Host Country Language:	English ▾	▾
Mother Tongue:	▾	▾
Second Language:	▾	▾
Third Language:	▾	▾

EXAMINATION RESULTS

28. Examination Results: Recommended: Research next available exam dates if you don't already have scores:

Name of Exam	Date Taken/To Be Taken	Score
TOEFL	▾ / ▾	
IELTS	▾ / ▾	

Other Test Taken	Date Taken/To Be Taken	Score
	▾ / ▾	

Candidacy will not be finalized until English language proficiency scores are received. If you have further questions, locate contact information for your home country program affiliate at http://www.iie.org/programs/studyamerica/NonFulbrightContacts.pdf.

EMERGENCY CONTACT

29. PROVIDE THE NAME, ADDRESS, AND TELEPHONE NUMBER OF INDIVIDUALS TO BE NOTIFIED IN CASE OF EMERGENCY.

IN YOUR HOME COUNTRY
NAME:
Family
First
ADDRESS:
Street
City
State/Province
Postal Code
Country [▾]
Telephone [   ] ([   ]) [   ]
Country Code   Area Code   Phone Number
Email

IN THE UNITED STATES
NAME:
Family
First
ADDRESS:
Street
City
State [▾]
Postal Code
Country [▾]
Telephone [   ] ([   ]) [   ]
Country Code   Area Code   Phone Number
Email

LIST BELOW ANY CLOSE RELATIVES OR FRIENDS IN THE UNITED STATES (*name, address, and relationship*)
NAME:
Family
First
ADDRESS:
Street
City
State [▾]
Postal Code
Country [▾]
Telephone [   ] ([   ]) [   ]
Country Code   Area Code   Phone Number
Email
Relationship

NAME:
Family
First
ADDRESS:
Street
City
State [▾]
Postal Code
Country [▾]
Telephone [   ] ([   ]) [   ]
Country Code   Area Code   Phone Number
Email
Relationship

APPLICATION SIGNATURE
First Name   Family Name

◀ Back   Next ▶

Items 30 and 31 – **Teaching Language of Nomination** and **Sharing Your Culture**: Although these are shorter essays, you should take great care with your responses. These short essays provide another opportunity for you to communicate your understanding of the program's goals and why you would be an appropriate candidate, as well as showcase your ability to meet the language teaching assistant needs of U.S. host institutions.

FULBRIGHT
|f|l|t|a|

This Application has **NOT** been submitted
Update my answers to preliminary questions

Home
1 Instructions
2 Application Form
3 Documents / Essays
4 Supplemental Forms
5 Recommendations
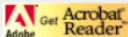6 Application Inspector
7 Submit Application

Step 2:   Application Form

Fulbright FLTA: Page 7 of 12

TEACHING THE LANGUAGE OF NOMINATION

30. **TEACHING THE LANGUAGE OF NOMINATION:** You may be asked to teach your own class. If so, what teaching methodologies and techniques would you utilize to teach your language to U.S. students? This brief essay should focus on the language you will be teaching in the U.S. (not English). Mention any innovative approaches you have utilized as a teacher or encountered as a learner that you may employ.
Note: This essay should be no longer than 2500 characters. You must preview this section before submitting to make sure all of your text fits in the space provided.

◀ Back   Next ▶

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ABOUT SSL CERTIFICATES

Home

1 Instructions

2 Application Form

3 Documents / Essays

4 Supplemental Forms

5 Recommendations

6 Application Inspector

7 Submit Application

FULBRIGHT
| f | l | t | a |

This Application has **NOT** been submitted
Update my answers to preliminary questions

◄ **Page:** 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 ► 🔲 Preview Save

Step 2: Application Form

Fulbright FLTA: Page 8 of 12

SHARING YOUR CULTURE

31. **SHARING YOUR CULTURE:** As a Fulbright FLTA you will act as a cultural ambassador of your country. What do you think it means to be a cultural ambassador? Elaborate on your answer by selecting one of these scenarios and explaining how you would share your culture. 1) A guest lecture at your host institution 2) An international festival 3) Volunteering at a local youth center. Please do not insert your actual CV or resume in this section.

This short essay should be your own unique ideas. It is recommended you keep quotations and the use of outside sources to a minimum. However, if you decide to use quotes or information from an outside source, you must include a citation for each one utilized (this refers to websites as well).
Note: This essay should be no longer than 2500 characters. You must preview this section before submitting to make sure all of your text fits in the space provided.

It is very important to show how you will be sharing your Iraqi culture with others. Read the question carefully and answer accordingly.

◄ Back

Next ►

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ABOUT SSL CERTIFICATES

FULBRIGHT
|f|l|t|a|

This Application has **NOT** been submitted
Update my answers to preliminary questions

? Preview Save

Home
1 Instructions
2 Application Form
3 Documents / Essays
4 Supplemental Forms
5 Recommendations
6 Application Inspector
7 Submit Application

Step 2:   Application Form

Fulbright FLTA: Page 9 of 12

PERSONAL INFORMATION

MARTIAL STATUS

Do you have dependents (individuals for whom you are financially responsible)?

If yes, how are they related to you (child, mother, father, spouse, etc.)?

Please note, the Fulbright FLTA Program does not provide J-2 visa sponsorship for dependents. Will you be able to participate in the program without dependents?

PLEASE DESCRIBE ANY PHYSICAL IMPAIRMENT YOU MAY HAVE. (This information is gathered for statistical purposes and to ensure appropriate placement. The Fulbright Program does not discriminate on the basis of race, color, religion, sex, national origin, and/or physical impairment):

The Fulbright provided Accident and Sickness Program for Exchanges (ASPE) health benefit plan does not cover pre-existing conditions. If you have a medical condition, you are encouraged to consult with your physician about how to manage care while in the U.S. and to consider purchasing an international insurance plan.

HAVE YOU PARTICIPATED IN ANY OF THE U.S. GOVERNMENT SPONSORED PROGRAMS LISTED BELOW? *(Please indicate all that apply.)*

- [ ] English Access Micro Scholarship
- [ ] Fulbright Student Program
- [ ] Global Undergraduate Scholarship (UGRAD)
- [ ] Muskie Fellowship
- [ ] Kennedy-Lugar Youth Exchange & Study Program (YES)
- [ ] Humphrey Fellowship
- [ ] Future Leaders Exchange Program (FLEX)
- [ ] Undergraduate Intensive English Language Scholarship
- [ ] Study of the US Summer Institute
- [ ] Timor or South Pacific Scholarship
- [ ] Summer Institute for Young Leaders
- [ ] Other, specify:

> List only U.S. government sponsored programs in which you participated. If you have been on a program in the U.S. but are not sure who the sponsor is, you can put the name of the program and the host institution.

AUTHORIZATION OF RELEASE OF INFORMATION:

I authorize the Fulbright Program Office or its administrative agency:

1. to receive and/or request my TOEFL, TSE, TWE or any other test score reports;
2. to send any of the above score reports to U.S. institutions on my behalf;
3. to use my photo image for purpose relevant to program display and promotion.

◄ Back   Next ►

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STEP 5: Print Supplemental Forms

It is a good idea to print all supplemental forms prior to submitting your application electronically. However, even after submitting your application you will be able to access these forms. The following forms can be found by clicking on the **Supplemental Forms** button on the Home Page of this application.

x   **Letter of Reference/Recommendation:** You must have **three** letters of reference (or recommendation) submitted on your behalf. Letters of Reference are extremely important. All letters of reference should be written by teachers under whom you have studied or pursued research or by someone who has supervised you in your work. Letters of reference should not be written by persons related to you either by blood or marriage or by personal friends. At least one academic and one professional or work related letter should be included among the letters. The letters should be written in English if possible. If they are not, an original English translation must be provided.

Your recommenders have two ways in which they can submit their letters:

1. You can print out the Letter of Reference form and forward it to your recommenders who will then complete the forms and mail to the Fulbright FLTA Program contact (Embassy or Fulbright Office) in your home country

2. Your recommenders can complete the forms online and submit electronically. You must click on the Recommendation button on the Home page of this application to register your recommenders.

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This Application has **NOT** been submitted
Update my answers to preliminary questions

Home	
1 Instructions	
2 Application Form	
3 Documents / Essays	
4 Supplemental Forms	
5 Recommendations	
6 Application Inspector	
7 Submit Application	

Step 5: Recommendations

You have registered 0 recommenders.
You may register up to 3 more recommenders for this application.

Please complete the following recommender registration form to allow your recommender(s) to submit your recommendations online. It is imperative that you accurately enter the information as your recommender will receive an automated email informing him/her of the online recommendation process.

Register Recommender

First Name	
Last Name	
Email Address	
Verify Email Address	

This is how you register a recommender. You just need to provide his/ her name, and Email address.

Submit Registration

☐ By checking this box, I certify that the recommendation submitted to this school will be the work of my recommender(s). I understand that my application and/or admission to this institution may be terminated upon any discovery of deceit or forgery.

Enter your full name	
Date	
	mm dd yyyy

Fill those fields

[Submit Registration ▶] [Cancel ✕]

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This Application has **NOT** been submitted
Update my answers to preliminary questions

Home	
1 Instructions	
2 Application Form	
3 Documents / Essays	
4 Supplemental Forms	
5 Recommendations	
6 Application Inspector	
7 Submit Application	

Step 5: Recommendations

If you wish to edit the registration information of a recommender who has not yet started the recommendation:

1) Delete that recommender below.
2) Re-register that recommender with the updated registration information.

Recommender Name	Date Registered	Status	Date Submitted
☐ Sultan, Kamel	5/14/2013 8:04:47 PM	Registration Unconfirmed	Has Not Submitted

[Register another Recommender ▶]

[Resend Registration Email ▶]

This is how you can track your recommendation status and see whether your recommendation has been submitted, or not.

If you wish to delete a recommender, select from the droplist below, then click 'Delete Recommender'.
Note: Any recommendation information your recommender has completed will be deleted.
You will not be able to delete recommenders who have submitted a recommendation for you.

Delete Recommender

Select one: [▾]

[Delete Recommender ▶]

Continue to Application Inspector ▶

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You will need to register **THREE** recommenders, applications with missing recommendation letters will not be considered. You can track and make sure your recommender do submit recommendation forms.

STEP 6: Application inspector

Before you can submit your application electronically, your application will be reviewed for completeness. If there is missing data, you will be prompted to correct.

This will enable you to make sure that your application is complete and that you have answered all questions,

Please also make sure that you have uploaded all requested documents.

Incomplete application will not be considered.

STEP 7: Review and print your application
Review a PDF version of your application and print a copy for your records.

STEP 8: Submit your application
After completing this application and thoroughly reviewing it, you will submit it electronically to the Fulbright Program Office in your country of citizenship. Please note it is very important that you identified your country of citizenship correctly in the preliminary questions. If you entered the wrong country of citizenship when you answered the preliminary questions, you must correct this prior to submitting your application. You can correct your country of citizenship by clicking on the **"update my answers to preliminary questions"** link on the upper right-hand corner of the Home page.

Note carefully, after submitting your application electronically, you will be able to access it in a viewable PDF format as well as be able to access supplemental forms. You will be able to print these documents. However you will not be able to make changes to your application.

STEP 9: Supporting documentation needed to complete your application
Your application is not considered complete until your Fulbright Program Office receives all your supporting documentation. The following must be forwarded to your Fulbright Program Office: three letters of reference/recommendation, official academic transcripts from all post-secondary schools attended, copies of diplomas for all post-secondary schools attended, and original English translations.

a. **Academic transcripts:** Applicants must submit official, complete and certified academic documents covering the entire period of study at universities and other post-secondary institutions. Documents must be accompanied by complete official English translations. These documents must consist of:
   1. One certified official record (transcript) from each university or post secondary institution attended, even those schools from which you did not receive a degree or diploma. The transcripts should list the subjects you studied and the grades you received during each year of your enrollment. Official transcripts must be submitted directly from the schools in sealed envelopes to your Fulbright Program Office.
   2. Certified official evidence of each post-secondary or university degree, diploma or certificate awarded to you should be included as part of the completed application.

b. **Standardized tests:** Applicants to the Fulbright FLTA Program must be fluent in English, as demonstrated by a score of no less than 550 (Paper Based TOEFL); 213 (Computer Based TOEFL - CBT); 79-80 (Internet Based TOEFL - IBT) or 6.0 (Overall Score International English Language Testing System - IELTS). Either a TOEFL or IELTS exam score should be submitted with your application. For instructions on registration for one of these exams, please contact the Fulbright Program Office, the Regional Testing Center for your country, or the Educational Testing Service, Princeton, New Jersey 08541, U.S.

If you have taken another English language proficiency exam and would like to submit those scores, please check with the Fulbright Program Office in your country to determine if the test(s) will meet program standards.

Note: The Fulbright FLTA Program provides payment vouchers for the TOEFL, but is unable to do so for the IELTS or any other exam.

Home

1 Instructions

2 Application Form

3 Documents / Essays

4 Supplemental Forms

5 Recommendations

6 Application Inspector

7 Submit Application

FULBRIGHT
f | l | t | a

This Application has **NOT** been submitted
Update my answers to preliminary questions

Step 7:   Submit Application

Signature

Fulbright FLTA requires that you certify your application by submitting an electronic signature. To certify your application, read the text below and provide an electronic signature (type your name) and click Confirm Signature. I certify that all the information in my application is accurate and true.

[?]

Enter Electronic Signature

Confirm Signature ▶   **Cancel ✕**

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After you're finished with your application and that all required documents mentioned on Step 9 are all attached, make sure that you sign and submit your application! Many forget that.

Your electronic signature is simply your typed name, click confirm signature in the button.

IMPORTANT

You MUST indicate that you want your standardized test score reports sent to:
Inst. Of Intl. Educ., New York (IIE)
CODE 2326

You must be sure to indicate this code (2326) on the registration forms and on the answer sheets provided at the time you take the examinations.

OTHER IMPORTANT INFORMATION

Duration of the FLTA Program Grant: The Fulbright FLTA grant is awarded for one academic year usually beginning in August and ending in May. The FLTA Program is a NON-DEGREE program. Candidates are required to arrive on the reporting date indicated when notified of an award and will be required to return to their home country when their FLTA Program is completed. There are NO EXCEPTIONS. Candidates wishing to pursue an advanced degree in the U.S. should NOT apply to the Fulbright FLTA Program or should be aware that they MUST return to their home countries and apply for a new visa category before they can return to the United States. Candidates cannot be accompanied by dependents during their assistantships and must be able to travel to the U.S. without an escort.